

CONDUCT RULES/COUNTY FACILITIES

Promulgated by: Natrona County, Wyoming

Subject Matter: Rules of Conduct in the Use of County Buildings and Facilities

Authority: These “Rules” are enacted pursuant to W.S. 18-3-504(a)(i) and (v), adopted pursuant to the Wyoming Administrative Procedure Act, W.S. 16-3-103 et. seq., and enforced pursuant to W.S. 6-6-301 et. seq.

Date: The “Rules” are made available to the public for inspection as of March 30th, 2006.

Rules: New

DATED this 30th day of March, 2006.

Drew A. Perkins, Chairman
Board of County Commissioners
Natrona County, Wyoming

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RESOLUTION NO. 18-06

CONDUCT RULES/COUNTY FACILITIES

A. PURPOSE:

The purpose of these rules is to regulate conduct and use of County owned property by members of the public while protecting rights of speech and expression.

B. DEFINITIONS:

1. Non Traditional Forum: Areas of restricted activity in which the public is not permitted to:
 - a. distribute or post materials such as hand-bills, pamphlets or flyers
 - b. solicit, politic, promote or preach
2. Public Forum: Areas of traditional public gathering for the exchange of ideas, the expressions of free speech and public discourse.

C. DESIGNATED AREAS:

1. Public Forum: Pioneer Park, Courthouse steps, sidewalks around public buildings and facilities
2. Non Traditional Public Forum: Agricultural Resource and Learning Center, Courthouse, Hall of Justice, Detention Center, County Annex, Fairgrounds, Library, Airport, Natrona County Roads, Bridges & Parks, Recreation Areas and parking lots
3. Nothing herein shall restrict the County from designating limited areas for public use from time to time in the buildings listed in C.2.

D. PROHIBITED ACTS GENERALLY:

1. All acts defined as violations in Wyoming Statutes
2. Acts in violation of W.S. 6-6-101 et. seq. regulating public buildings

E. PROHIBITED ACTS IN NON TRADITIONAL PUBLIC FORUM:

1. Posting or affixing or distributing materials such as pamphlets, flyers or handbills
2. Soliciting, campaigning, preaching or lecturing
3. Loitering, disorderly conduct, littering or other conduct which creates loud or unusual or disruptive activities

F. ANIMALS:

Dogs and other animals, except for guide animals and animals used to assist handicapped persons, shall not be brought upon property, and then only for official purposes. Certification of the animal's training may be requested.

Animals are allowed on the Fairgrounds and Agriculture Resource Learning Center for purposes related to the functions and activities of those buildings and grounds.

G. SPECIAL PERMITS:

1. Non-Commercial Use:

The County may authorize the occasional use of public areas for cultural, educational and recreational activities. Any person or organization desiring to use a public area shall file for a permit at the County Commissioner's office. Such application shall be made on a form provided by the County.

- a. The following information is required- Full name, mailing address and telephone number of the person or organization sponsoring the proposed activity.
- b. Documentation showing that the applicant has authority to represent the sponsoring organization.
- c. A description of the proposed activity, including dates and times during which it will be conducted, and the number of persons to be involved. If overnight activities are proposed, documentation of rental of portable restroom facilities, and other amenities must be provided.
- d. If the proposed activity constitutes a use of a public area for soliciting funds, the applicant shall submit a signed statement that-
 - i. The solicitation is for the sole benefit of a religion or religious group; or
 - ii. The applicant's group has a tax-exempt status from the IRS, or that an application is in process.
- e. A permit will be issued within ten (10) working days upon submission of a completed application. When more than one permit is requested

for the same area and time, permits will be issued on a first-come, first-serve basis.

- f. All permits involving demonstrations and activities which may lead to civil disturbances should be coordinated with the Natrona County Sheriff, Casper Police Department and/or other applicable law enforcement agency.
- g. A permit may be canceled or disapproved if:
 - i. The applicant has failed to submit all of the required information or has falsified such information.
 - ii. The proposed use is a commercial activity.
 - iii. The proposed use interferes with access to the public area, disrupts official County business, interferes with approved uses of the property by tenants or by the public, or damages any property.
 - iv. The proposed use is intended to influence or impede a pending judicial proceeding.
 - v. The proposed use is obscene within the definition of 18 USC 607.
 - vi. Upon disapproval or cancellation of an application or permit, the County shall promptly notify the applicant or permittee of the reasons for the action.
- h. Applicants may be requested to reimburse the County for services over and above those normally provided. Permittees may not make alterations to the public areas without prior approval of the County. Permittees making alterations must make provisions to ensure the safety of others and the prevention of damage to the property. Permittees are responsible for the furnishing of items such as tickets, audio-visual equipment, etc. which are necessary for the proposed use.

2. Commercial Uses of Public Buildings:

- a. The County may authorize occasional use of County property for advertising or other commercial uses on the following conditions. Such activity shall be permitted only with written permission of the authorized official responsible for the particular space or area.
- b.
 - i. The applicant shall complete and submit a form provided by the County requesting advertising or commercial use prior to the event. The name, address and telephone number of the person or agency requesting the use; description of the proposed activity, including the time, date and place(s) of such activity shall be specified, and the number of persons involved in the activity.
 - ii. The County will review the application to determine if such use will disrupt or interfere with public use of the area, disrupts public activities or damages public facilities.

H. OTHER ACTIVITIES:

Nothing in these rules shall prevent the County from authorizing cultural, educational or recreational activities in a non traditional public forum.

I. EXISTING RULES:

The Fairgrounds (W.S. 18-9-102), Library (W.S. 18-7-105), Parks and Recreation Areas (W.S. 18-9-201) and Airport (W.S. 10-5-101) have enacted "Rules and Regulations. These rules are intended to supplement, not replace existing rules. In the event the Rules conflict, the existing Rules shall be controlling.

J. ENFORCEMENT:

These Rules are adopted pursuant to the Wyoming Administrative Procedure Act (W.S. 16-3-103 et.seq.0 by authority granted by W.S. 18-3-504 (a)(i) and (v). Penalties shall be pursuant to W.S. 6-6-301 et. seq., the violation of which shall be a misdemeanor punishable by a fine of not more than \$750.00 or imprisonment in jail not to exceed 60 days or ejectment.

These rules shall become effective upon filing with the Natrona County Clerk.

DATED this 16th day of May, 2006.

BOARD OF COUNTY COMMISSIONERS
NATRONA COUNTY, WYOMING

Drew A. Perkins, Chairman

ATTEST:

Mary Ann Collins, County Clerk